

## **APPEAL PROCEDURES**

The procedures for perfecting an appeal from the Municipal Court are provided for in the Rules for Appeal of Decisions of Courts of Limited Jurisdiction (RALJ, revised 9-1-95).

### **DOCUMENTS THAT MUST BE FILED AT RENTON MUNICIPAL COURT TO PERFECT AN APPEAL:**

**NOTICE OF APPEAL**

**DESIGNATION OF RECORDS TO BE TRANSMITTED TO SUPERIOR COURT**

### **FEES THAT MUST BE PAID AT RENTON MUNICIPAL COURT:**

**\$40 PREPARATION OF RECORD**

**\$200 FILING FEE (CONTESTED INFRACTION)**

**APPEAL BOND**

## **PROCEDURES:**

### **1. File Notice of Appeal within 30 days.**

Within 30 days of the final decision of the Municipal Court, you (the Appellant) must file a Notice of appeal with:

**RENTON MUNICIPAL COURT  
1055 S. GRADY WAY  
RENTON, WA 98055**

A copy of the Notice of Appeal must be served on the Prosecuting Attorney.

### **2. Within 14 days from the date Notice of Appeal is filed---You must file Designation of Records to be transmitted to Superior Court.**

A copy of the Designation of Records must be served on the Prosecuting Attorney.

### **3. Pay \$40.00 fee for preparation of record. (non-refundable)**

After the Notice of Appeal and Designation of Records is filed, you must pay a fee of \$40.00 to the Renton Municipal Court for preparation of the record for appeal. Upon payment of the fee, the Municipal Court will provide you with a copy of the electronic recording of the proceedings. You shall transcribe the relevant portion for the brief required to be filed in King County Superior Court.

### **4. Pay \$200.00 Superior Court Filing Fee. (Contested infraction)**

In a contested infraction case, a filing fee of \$200.00 (*check or money order*) must be paid to King County Superior Court before the case is filed in Superior Court.

### **5. Post Appeal Bond**

The Municipal Court judge will set an appeal bond to stay the enforcement of the sentence. If the bond is not posted, you are required to comply with the sentence. The appeal bond is posted at the Renton Municipal Court.